



CITY OF DETROIT
REQUEST FOR PROPOSALS
3439-3455 WOODWARD AND 13 STIMSON

City of Detroit
Request for Proposals
3439-3455 Woodward and 13 Stimson
Size: 72,716sq. ft. or 1.67 acres

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Section I Purpose of the Request For Proposal

The City of Detroit's Planning and Development Department (P&DD) is seeking proposals from qualified entities for the purchase of a 1.67 acre vacant site. The properties are owned by the City of Detroit and are located at 3439-3455 Woodward and 13 Stimson. The site is located on Woodward between Myrtle (north) and Peterboro (south) (see attached map).

The intent of this Request for Proposal is to retain an experienced and qualified Developer who has the potential and financial capacity to purchase 3439-3455 Woodward and 13 Stimson for the existing land use or demonstrate the ability to obtain re-zoning for other uses. For this site, P&DD envisions a number of potential uses that include but are not limited to mixed use residential, commercial and/or institutional. Potential respondents shall submit a comprehensive proposal that includes development experience of the Development team, level of responsibilities within the Development team, preliminary project schedule/obstacles for developing the site, and a conceptual development plan, and offer. The selected Developer must be experienced, effective and have the necessary financial capabilities to purchase the property. The submission requirements are shown under Sections VI and V.

Section II BACKGROUND/INVESTMENT INCENTIVES

The City of Detroit's Planning and Development Department is accepting Proposals from qualified Developers for the purchase and development of City-owned property located at 3439-3455 Woodward and 13 Stimson in the City of Detroit.

The site is not currently located within a Neighborhood Enterprise Zone; however, the selected developer could apply for such designation. Under a NEZ, certification holder will pay a reduced property tax known as the Neighborhood Enterprise Zone Tax. Applications are filed, reviewed and approved locally, but are also subject to review at the state level by the property Services Division. The State Tax Commission is ultimately responsible for final approval and issuance of certificates. Exemptions are not effective until approved by the Commission.

MINIMUM BID PRICE

The City of Detroit has established a minimum bid price of \$900,000 for the sale of the properties, located at 3439-3455 Woodward and 13 Stimson.

Section III

PROPERTY DESCRIPTION

Section III-A Identification of Property (Legal Description)

Exhibit A

Land in the City of Detroit, County of Wayne and State of Michigan being the East 395.67 feet on the North Line and being the East 384.24 feet on the South Line of Park lot 69 lying West of Woodward except the South 10 feet of the West 213.60 feet; Plat of Park Lots, City of Detroit, Wayne County, Michigan. Rec'd L. 34, P. 542 Deeds, W.C.R., also, being the North 3.03 feet of Lot 4; Scott's Re-Subdivision of Park Lot 70. Rec'd L. 1 P. 282 Plats, W.C.R.

Section III-B Land Area

C a/k/a 3439-3455 Woodward and 13 Stimson , Ward 2, Items 0018118-9
and 717-8
C approximately 72,716 sq. ft. or 1.67 acres more or less

Section III-C Zoning/Master Plan

The site is zoned B4 (General Business District) which is designated primarily for a range of commercial-related uses including retail, service and institutional commercial. Uses allowed conditionally, (i.e. residential) may be permitted only after special approval by the authorities having jurisdiction. Site is also located within a Traditional Main Street Overlay Area.

The current Detroit Master Plan of Policies has the site designated as SRC ("Special Residential-Commercial"). Land uses permitted under this category include high-and medium-rise apartments developed compatibly with general commercial and/or institutional uses, and also should provide conservation and reinforcement for existing viable residential development.

Section III-D Development Vision:

- a. Create a high quality mixed-use development by combining uses such as commercial/retail, and residential
- b. Create a pedestrian-friendly development to provide a vibrant, lively and a distinctive destination
- c. Establish a development incorporating urban design principals, green building design strategies and best practices

- d. Take advantage of the regional location of Woodward Avenue, its adjacent neighborhoods and institutions, its diverse neighborhoods and its potential for mass transit route
- e. Create a development that would physically and visually position itself as a gateway to the Downtown area

Section III-E Urban Design Guidelines

To incorporate urban design principals including development massing, scale, form, and texture, the following should be addressed:

- 1. Establish a building with a street wall (façade) with a minimum of 4-story high. Where appropriate, taller building sections should be located with appropriate set back from the street wall. Bulky or taller building directly on Woodward Avenue are discouraged
- 2. Incorporate storefront design building fenestration to maximize transparency and connectivity between interior spaces and the outside
- 3. Use high quality and durable materials for building cladding such as stone, brick, pre-cast concrete or high-quality metal panel system.
- 4. Develop distinctive building corner at Woodward Avenue and Stimson. For example, consider building corner with recessed building footprint for entrance and lobby to the building
- 5. Develop a building character with form and massing that delineate the street level façade from that of the facades of the middle and upper levels. For example, use architectural details, including fenestration pattern, wall plane projections; and setbacks to differentiate upper levels
- 6. To the maximum extent possible, building elevations along Stimson Street should incorporate the same quality materials and degree of architectural details found on Woodward Avenue
- 7. Consider the potential for shared parking arrangement and configuration to complement parking demand and factor that in computing required parking
- 8. Provide parking structures with the architecture compatible to that of the main building.
- 9. Parking structure ramps should not be placed on the exterior façade of the building
- 10.** For parking structure that is integrated with the development, provide pedestrian oriented active street level uses such as retail/and or dining at ground level of parking structure facing Woodward or Stimson

Section IV RELEVANT EXPERIENCE

- j** Experience in land development (commercial, institutional and/or residential development);
- q** Experience in undertaking comparable projects that have been solely completed by the Developer or party of which the Developer has had an affiliation.
- q** Experience with master planning and development.

Section V DIRECTIONS FOR SUBMISSION

The required submission of the Statement of Proposal must be submitted in a three hole binder with tabbed numbers for each identified section. All materials must be submitted in an 8.5" x 11" format. To be deemed responsive and eligible for consideration, respondents must submit an original, clearly marked proposal, containing original signatures in blue ink, along with 5 copies and one 3.5" floppy disk (electronic format) either Microsoft Word or Corel Word Perfect in a sealed carton to the Planning & Development Department by the designated time, without exception.

Proposals sent by overnight delivery service will be considered timely filed if date stamped at least one (1) day before the date set for receipt of proposals and time stamped at a time that should have, pursuant to the express policy of the overnight delivery service used, permitted delivery at the date, time and place set for receipt of proposals. The burden of proof to establish timely filing of a proposal by overnight delivery service shall be solely upon the entity or person submitting the proposal. It is the respondent's obligation to ensure the required submission arrives in a timely manner at the specified location. Any proposal, which is not properly marked, addressed or delivered to the submission place, in the required form, by the required submission date and time will be ineligible for consideration.

Faxed submissions of the Statement of Proposals will not be accepted. Once received by the Real Estate Development Division of the Planning & Development Department, submissions will not be returned. Formal communication, such as requests for clarification and/or information concerning this solicitation shall be submitted in writing to the Real Estate Development Division at the address listed below. No information concerning this solicitation or request for clarification will be provided in response to telephone calls. All written requests for information must be received in the Real Estate Development Division of the Planning & Development Department no later than Monday, July 6, 2009 before 3:00 p.m.

All expenses involved with the preparation and submission of the Request for Proposal to the City of Detroit, or the developer shall assume any work performed in connection therewith. No payment will be made by the City of Detroit for any responses received, nor for any other effort required of or made by the developer prior to commencement of work.

Section VI SUBMISSION REQUIREMENTS

Your response must be signed by an official authorized to bind your firm or team to its provisions, and must state the names, addresses, and phone numbers of all persons authorized to negotiate the proposed project.

Statement of Proposals submissions must include the following information in the order listed which will serve as the Statement of Qualifications:

1. A description of your organization's approach to the development of this property including identification of key milestones and a strategy for developing the site. This strategy should address the comprehensive range of activities including, but not limited to, project conceptualization, market research, physical planning, development budget preparation, investment analysis, marketing, leasing, construction management and operations planning. This outline should also identify any critical issues related to pre-development analysis for the development site and strategies that would be utilized to resolve each issue. Also, include, the average timetable for each major task and obstacles to be resolved.
2. A general description of the Developer's organization and current and past development activities. An organizational chart of the members of the Development Team should be included along with a designation of the individual who is responsible for day-to-day planning and development activities for the overall project team. A letter should acknowledge the participation of each team member and authorize the Developer to utilize its qualifications to compete for the site. The respondent shall provide a listing of all development projects over the past five (5) years with the following information: name and location of each development project; team members, corporate and individual, actually involved in such developments; project scope; total project development costs (if known); total project construction costs; type of financing methods and funding sources; date project commenced and date completed; name, address and telephone of client/owner; and, any ongoing financial interests that continues to exist with the referred development. A letter should acknowledge the participation of each team member and authorize the respondent to utilize its qualifications to compete for the 3439-3455 Woodward and 13 Stimson properties.
3. The respondent shall provide an conceptual site plan/design concept for the site. Along with the site plan, the respondent shall include a description of the design concept and methodology for accomplishing the project's objectives and why it was chosen. The design concept and methodology should include conceptual site and building plans; preliminary sections and elevations; preliminary section systems and materials; and descriptions of approximate dimensions, areas and volumes.
4. The respondent shall provide at least one (1) corporate letter of reference/support from each of the following entities: financial, legal and public sector sources references, including telephone and facsimile numbers for each reference.
5. The respondent should also identify specific actions that will be taken to insure that MBE/WBE (Minority Business Enterprise/Women Business Enterprise) goals are met. The respondent must also be willing to adhere to Executive Orders 4 and 22, in addition to demonstrating a willingness to work with the City of Detroit in order to receive all necessary reviews.
6. The annual audited corporate financial statements and un-audited year to date financial statement for the most recent month end for all entities comprising

the development team. The financial statements should include evidence of financial capacity and resources to complete the acquisition. These documents shall be submitted in a sealed envelope clearly marked “confidential.”

7. Any financial commitments or projections not otherwise shown above.

Section VII SELECTION PROCESS

Any individual, team, or firm is encouraged to submit proposals. However, the City of Detroit Planning and Development Department reserves the right to select those individuals deemed qualified to purchase the 3439-3455 Woodward and 13 Stimson properties.

The major criteria for selecting an entity will be the submission of an economically sound proposal that incorporates efficient use of the site and complies with the objectives stated previously. A qualified entity is an individual or legal entity that, in the opinion of P&DD, possesses the experience and financial resources necessary to successfully undertake and complete the development of the site within the requirements of federal and local laws and regulations.

The final selection will be made based on the overall qualifications, presentation, past performance, corporation financial soundness, references, and information provided in the Statement of Proposals. Once the selection process is complete, the Proposer will be expected to enter into a purchase agreement with the City of Detroit Planning & Development Department.

Section VIII RESERVATION OF RIGHTS

The City of Detroit reserves and may exercise the right to request one or more of the proposers to provide additional material, clarification, confirmation or modification of any information in the submission, and can supplement, amend, substitute, cancel, or otherwise modify this Request for Proposal anytime prior to the selection of one or more developers.

Please Note: All Property will be sold “AS IS”

Prospective candidates are hereby notified that the Department of Environmental Affairs has investigated the environmental condition of this site that may be made available for review upon request. The Department of Environmental Affairs is located at 660 Woodward, Suite 1800, Detroit, MI 48226, phone number: (313) 471-5100. Various Federal, State, or other City agencies may have information regarding the environmental condition of the site. However, each firm will be provided with the opportunity to conduct its own due diligence regarding the environmental condition of the property which that firm proposes to acquire and is notified that the property may be the subject of environmental contamination. The City of Detroit makes absolutely no warranty or representation regarding the environmental condition of the site offered within this Request for Proposal.

Prospective candidates will be required to waive any and all Environmental Claims (whether for damages or otherwise) against the City in connection with or related to the Property or any aspect thereof. Prospective candidates will be required to release and discharge the City from any and all Environmental Claims that the prospective candidates may now or hereafter have against the City in connection with or arising out of the condition of the Property.

Section IX SUBMISSION DEADLINE

To be considered, all Request for Proposals must be delivered to the Planning and Development Department, Real Estate Development Division, located at 65 Cadillac Square, Development Division, 20th Floor, Detroit, Michigan, before 3:00 p.m. local time, July 13, 2009. The responsibility of getting the Request for Proposals to the Real Estate Development Division rests entirely with the person or persons submitting the request.

Request for Proposals may be obtained from the Planning & Development Department, Real Estate Development Division, 20th Floor, Center, 65 Cadillac Square, Detroit, Michigan 48226 beginning, April 13, 2009 through July 13, 2009, weekdays between 9:00 a.m. and 4:00 p.m. excluding holidays.

Section X REQUEST OF PROPOSALS TIMETABLE

<u>ACTIVITIES</u>	<u>DATE</u>
Request for Proposals Available for Distribution	April 13, 2009
Deadline for Receipt of Proposals	July 13, 2009
Set up RFP Evaluation Team	July 14, 2009
Open/Assign Bid Proposals	July 15, 2009
Review/Score Bid Proposals	July 17, 2009
Final Selection/Recommendation	July 20, 2009
Notification Letter to Winning Proposal	July 23, 2009

For further information and/or submission of the Statement of Proposals please contact:

**City of Detroit
Planning & Development Department
65 Cadillac Square, 20th Floor
Detroit, MI 48226
(313) 224-3516
Attn: Edward Lowe, Project Manager
Real Estate Development Division
3439-3455 Woodward & 13 Stimson- Response**